

Event Summary - MT CTF Primary and Secondary Child Abuse and Neglect Prevention Programs and Services

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|---------------|----------------------|-----------------|--|
| Type | Request for Proposal | Number | DPHHS-RFP2016-0034 |
| Stage Title | - | Event Status | Awarded |
| Organization | StateOfMontana | Exported on | 6/3/2016 |
| Exported by | Justin Harris | Project | Department of Public Health and Human Services |
| Currency | US Dollar | Estimated Value | 105,000.00 USD |
| Payment Terms | - | | |

Bid and Evaluation

| | | | |
|------------------|-------|-------------------------|----|
| Respond by Proxy | Allow | Use Panel Questionnaire | No |
| Sealed Bid | Yes | Auto Score | No |
| | | Cost Analysis | No |
| Alternate Items | No | | |

Visibility and Communication

Visible to Public Yes


Enter a short description for this public event

The Montana Children's Trust Fund Board is seeking Contractors to provide primary and secondary child abuse and neglect prevention programs and services.

Commodity Codes

None Added

Event Dates

| | |
|--------------|---|
| Time Zone | Mountain Standard Time |
| Released | - |
| Open | 2/27/2016 9:00 AM |
| Close | 3/29/2016 2:00 PM |
| Sealed Until | 3/29/2016 2:00 PM |
| |  Show Sealed Bid Open Date to Vendor |
| Q&A Close | 3/24/2016 2:00 PM |

Event Users

Event Creator

Justin Harris

JHarris4@mt.gov

Phone +1 (406) 444-4504

Event Owners

Justin Harris

JHarris4@mt.gov

Phone +1 (406) 444-4504

Rhonda Grandy

rhgrandy@mt.gov

Phone +1 (406) 444-3320

Justin Harris
JHarris4@mt.gov

Phone +1 (406) 444-4504

Carrie Schell
cschell@mt.gov

Phone +1 (406) 444-3319

Mary Dykstra
MDykstra2@mt.gov

Phone +1 (406) 444-2776

Bonny McCabe
bmccabe@mt.gov

Phone +1 (406) 444-3322

Tia Snyder
TSnyder@mt.gov

Phone +444 3315

Brett Boutin
BBoutin@mt.gov

Phone +1 (406) 444-7210

Tom Hastings
thastings@mt.gov

Phone +1 (406) 444-0338

Contacts

Justin Harris
JHarris4@mt.gov

Phone +1 (406) 444-4504

Stakeholders

Jamey Petersen
JPetersen@mt.gov

Phone +444 3002

Cheryl Grey
chgrey@mt.gov

Phone +1 (406) 444-7334

Jennifer Garza
jgarza@mt.gov

Phone +1 (406) 444-2851

Steve Haynes
SHaynes@mt.gov

Phone +1 (406) 444-2516

John Thomas
jthomas@mt.gov

Phone +1 (406) 444-0110

Rick Dorvall
rickdorvall@mt.gov

Phone +1 (406) 444-3366

Deanne Moore
deannem@mt.gov

Phone +444 0118

Penny Moon
pmoon@mt.gov

Phone +444 3313

Brad Sanders
bsanders@mt.gov

Phone +1 (406) 444-1459

Melissa Lavinder
MLavinder@mt.gov

Phone +444 6936

Description

The Montana Children's Trust Fund is a leader and voice for child abuse and neglect prevention programs Statewide. The Montana Children's Trust Fund Board (herein after referred to as "MT CTF Board") is seeking Contractors to provide primary and secondary child abuse and neglect prevention programs and services. Approximately \$105,000 is available to fund programs based on availability of Federal funding.

The purpose of the funding is to support community-based efforts to focus primarily on the prevention of child abuse and neglect; to fund programs that provide support to families in nurturing children in safe environments; to strengthen a community's capacity building; and to reduce risk factors and promote protective factors.

Following the 2010 Reauthorization of CAPTA, Title II, the purposes of the Community Based Child Abuse Prevention (CBCAP) funded program are:

- 1) To support community-based efforts to develop, operate, expand, and enhance and, where appropriate, to network initiatives aimed at the prevention of child abuse and neglect;
- 2) To support networks of coordinated resources and activities to better strengthen and support families to reduce the likelihood of child abuse and neglect (including respite care services, home visiting services and follow-up services);
- 3) To foster understanding, appreciation and knowledge of diverse populations in order to effectively prevent and treat child abuse and neglect;
- 4) To include services and develop a continuum of prevention services for unaccompanied homeless youth and those at risk of homelessness;
- 5) To involve parents in program planning and implementation, parents are encouraged to take leadership roles;
- 6) To have the option to include support programs for substance abuse services; and
- 7) To have the option to provide domestic violence service programs for children and their non-abusing caregivers.

Families shall not be mandated or placed into programs funded by the MT CTF. Funded services must be entirely voluntary in nature. Cannot serve individuals who have open and/or substantiated cases of child abuse and or neglect with services of programs funded by this grant.

Goals Of The Request For Proposal

The MT CTF's funding priority is evidence-based or evidence-informed child abuse prevention programs or practices to promote the most efficient use of funding. Evidence-based and evidence-informed programs and practices successfully implemented with fidelity ensure the best outcomes.

The MT CTF uses the five protective factors as a basis for funded services.

The Five Protective Factors include:

- Parental Resilience;
- Social Connections;
- Knowledge of Parenting and Child Development;
- Concrete Support in Times of Need; and
- Social and Emotional Development of Children.

Program goals must also demonstrate a meaningful commitment to parent leadership of, including but not limited

to, parents of children with disabilities, parents with disabilities, and racial and ethnic minorities and to fostering an understanding, appreciation, and knowledge of diverse populations and/or culturally competent practices in order to be effective in preventing and treating child abuse and neglect.

The Goal of this RFP is to fund local community-based projects or programs that provide child maltreatment prevention and strengthening families across the State of Montana. Community-based projects or programs and services are those designed to use demonstrated, evidence-based or evidence-informed strategies with children and families in order to prevent child maltreatment and to strengthen families and communities. A \$15,000 maximum grant award is available for the Local Community Based Projects.

Target population for funded programs

Programs should target services to vulnerable families that are a higher risk of child abuse or neglect. These families include:

- First-time parents;
- Teen parents;
- Parents and/or children with disabilities;
- Racial and ethnic minorities;
- Members of underserved or underrepresented groups;
- Fathers;
- Homeless families and those at risk of homelessness;
- Unaccompanied homeless youth;
- Adult former victims of child abuse and neglect or domestic violence;
- Foster and adoptive parents; and
- Adult former victims of child abuse and neglect or domestic violence.

Programs should have some activities available to the general population such as public awareness and education about preventing child abuse and neglect. All programs should strengthen families; promote protective factors, and increase positive community norms.

Stage Description

No description available.

Prerequisites

1 Instructions To Vendor : ★

Please review and accept DPHHS Standard Terms and Conditions.

Prerequisite Content:

Terms and Conditions

DEPARTMENT OF PUBLIC HEALTH & HUMAN SERVICES: STANDARD TERMS AND CONDITIONS

The Contractor in agreeing to engage in the delivery of services in accordance with the Contract to which this “Standard Terms and Conditions” document is attached and incorporated further agrees to acceptance of the Department’s following terms and conditions and any other provisions stated in any other attachments to the Contract.

ACCEPTANCE/REJECTION OF BIDS, PROPOSALS, OR LIMITED SOLICITATION

RESPONSES: The State reserves the right to accept or reject any or all bids, proposals, or limited solicitation responses, wholly or in part, and to make awards in any manner deemed in the best interest of the State. Bids, Proposals, and Limited Solicitation responses will be firm for 30 days, unless stated otherwise in the text of the invitation for bid, request for proposal, or limited solicitation.

ALTERATION OF SOLICITATION DOCUMENT: In the event of inconsistencies or contradictions between language contained in the State’s solicitation document and a Contractor’s response, the language contained in the State’s original solicitation document will prevail. Intentional manipulation and/or alteration of solicitation document language will result in the Contractor’s disqualification and possible debarment.

DEBARMENT: The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. If Contractor cannot certify this statement, attach a written explanation for review and consideration by the Department.

FAILURE TO HONOR BID/PROPOSAL: If a Bidder/Offeror to whom a contract is awarded refuses to accept the award (PO/contract) or fails to deliver in accordance with the contract terms and conditions, the Department may, in its discretion, suspend the Bidder/Offeror for a period of time from entering into any contracts with the State of Montana.

LATE BIDS AND PROPOSALS: Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the Contractor’s responsibility to ensure submission by the designated time. Late bids and proposals will not be considered.

RECIPROCAL PREFERENCE: The State of Montana applies a reciprocal preference against a Contractor submitting a bid from a state or country that grants a residency preference to its resident businesses. A reciprocal preference is only applied to an Invitation for Bid for supplies or an Invitation for Bid for non-construction services for public works as defined in section 18-2-401(9), MCA, and then only if federal funds are not involved. For a list of states that grant resident preference, see <https://sfsd.mt.gov/SPB/Preferences>.

SOLICITATION DOCUMENT EXAMINATION: Contractors shall promptly notify the State of any ambiguity, inconsistency, or error which they may discover upon examination of a solicitation document.

Certification

I certify that I have read and agree to the terms above.

Vendor Must Also Upload a File:

No

2 Instructions To Vendor : ★

Please review and accept DPHHS RFP Standard Information.

Prerequisite Content:

Standard Information

1 SINGLE POINT OF CONTACT

From the date this Request for Proposal (RFP) is issued until an Offeror is selected and announced by the procurement officer, Offerors shall not communicate with any state staff regarding this procurement, except at the direction of Justin Harris, the procurement officer in charge of the solicitation. Any unauthorized contact may disqualify the Offeror from further consideration. Contact information for the single point of contact is:

Procurement Officer: Justin Harris
Telephone Number: (406) 444-4504
Fax Number: (406) 444-9763
E-mail Address: opcsolicitations@mt.gov

2 REQUIRED REVIEW

2.1. Review RFP. Offerors shall carefully review the entire RFP. Offerors shall promptly notify the procurement officer identified above in writing through the Q&A Board of any ambiguity, inconsistency, unduly restrictive specifications, or error which they discover before the Q&A Board closing listed on the summary page of this RFP. In this notice, the Offeror shall include any terms or requirements within the RFP that preclude the Offeror from responding or add unnecessary cost. Offerors shall provide an explanation with suggested modifications. The notice must be received by the deadline for receipt of inquiries set forth below. The State will determine any changes to the RFP.

2.2. Form of Questions. Offerors having questions or requiring clarification or interpretation of any section within this RFP must address these issues in writing through the Q&A Board before the Q&A Board closing, listed on the Summary page of this RFP. Questions received after the deadline may not be considered.

2.3. State's Response. The State will provide a written response to all questions received through the Q&A Board, before its closing. Any other form of interpretation, correction, or change to this RFP will not be binding upon the State.

3 AUTHORITY

The RFP is issued under 18-4-304, Montana Code Annotated (MCA) and ARM 2.5.602. The RFP process is a procurement option allowing the award to be based on stated evaluation criteria. The RFP states the relative importance of all evaluation criteria. The State shall use only the evaluation criteria outlined in this RFP.

4 OFFEROR COMPETITION

The State encourages free and open competition to obtain quality, cost-effective services and supplies. The State designs specifications, proposal requests, and conditions to accomplish this objective.

5 RECEIPT OF PROPOSALS AND PUBLIC INSPECTION

5.1. Public Information. Subject to exceptions provided by Montana law, all information received in response to this RFP, including copyrighted material, is public information. Proposals will be made available

for public viewing and copying shortly after the proposal due date and time. The exceptions to this requirement are: (1) bona fide trade secrets meeting the requirements of the Uniform Trade Secrets Act, Title 30, chapter 14, part 4, MCA, that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the State; and (3) other constitutional protections. See 18-4-304, MCA. The State provides a copier for interested parties' use at \$0.10 per page. The interested party is responsible for the cost of copies and to provide personnel to do the copying.

5.2. Procurement Officer Review of Proposals. Upon opening the proposals in response to this RFP the procurement officer reviews the proposals for information that meets the exceptions in Section 5.1, providing the following conditions have been met:

Confidential information (including any provided in electronic media) is clearly marked and separated from the rest of the proposal.

The proposal does not contain confidential material in the cost or price section.

An affidavit from the Offeror's legal counsel attesting to and explaining the validity of the trade secret claim as set out in Title 30, chapter 14, part 4, MCA, is attached to each proposal containing trade secrets. Counsel must use the State of Montana "Affidavit for Trade Secret Confidentiality" form in requesting the trade secret claim. This affidavit form is available on the OneStop Vendor Information website at:

<http://vendorresources.mt.gov/> or by calling (406) 444-4504.

Information separated out under this process will be available for review only by the procurement officer, the evaluator/evaluation committee members, and limited other designees. Offerors shall pay all of its legal costs and related fees and expenses associated with defending a claim for confidentiality should another party submit a "right to know" (open records) request.

6 CLASSIFICATION AND EVALUATION OF PROPOSALS

6.1. Initial Classification of Proposals as Responsive or Nonresponsive. The State shall initially classify all proposals as either "responsive" or "nonresponsive" (ARM 2.5.602). The State may deem a proposal nonresponsive if: (1) any of the required information is not provided; (2) the submitted price is found to be excessive or inadequate as measured by the RFP criteria; or (3) the proposal does not meet RFP requirements and specifications. The State may find any proposal to be nonresponsive at any time during the procurement process. If the State deems a proposal nonresponsive, it will not be considered further.

6.2. Determination of Responsibility. The procurement officer will determine whether an Offeror has met the standards of responsibility consistent with ARM 2.5.407. An Offeror may be determined nonresponsive at any time during the procurement process if information surfaces that supports a nonresponsive determination. If an Offeror is found nonresponsive, the procurement officer will notify the Offeror by mail. The determination will be made a part of the procurement file.

6.3. Evaluation of Proposals. An evaluator/evaluation committee will evaluate all responsive proposals based on stated criteria and recommend award to the selected Offeror(s). The evaluator/evaluation committee may initiate discussion, negotiation, or a best and final offer. In scoring against stated criteria, the evaluator/evaluation committee may consider such factors as accepted industry standards and a comparative evaluation of other proposals in terms of differing price and quality. These scores will be used to determine the most advantageous offering to the State. If an evaluation committee meets to deliberate and evaluate the proposals, the public may attend and observe the evaluation committee deliberations.

6.4. Completeness of Proposals. Selection and award will be based on the Offeror's proposal and other items outlined in this RFP. Proposals may not include references to information such as Internet websites, unless specifically requested. Information or materials presented by Offerors outside the formal response or

subsequent discussion, negotiation, or best and final offer, if requested, will not be considered, will have no bearing on any award, and may result in the Offeror being disqualified from further consideration.

6.5. Best and Final Offer. Under Montana law, the procurement officer may request a best and final offer if additional information is required to make a final decision. The State reserves the right to request a best and final offer based on price/cost alone. Please note that the State rarely requests a best and final offer on cost alone.

6.6. Evaluator/Evaluation Committee Recommendation for Contract Award. The evaluator/evaluation committee will provide a written recommendation for contract award to the procurement officer that contains the scores, justification, and rationale for the decision. The procurement officer will review the recommendation to ensure its compliance with the RFP process and criteria before concurring with the evaluator's/evaluation committee's recommendation.

6.7. Request for Documents Notice. Upon concurrence with the evaluator's/evaluation committee's recommendation, the procurement officer will request from the Offeror the required documents and information, such as insurance documents, contract performance security, an electronic copy of any requested material (e.g., proposal, response to clarification questions, and/or best and final offer), and any other necessary documents. Receipt of this request does not constitute a contract and no work may begin until a contract signed by all parties is in place. The procurement officer will notify all other Offerors of the State's selection.

6.8. Contract Execution. Upon receipt of all required material and award of contract, a contract incorporating the Standard Terms and Conditions, as well as the Offeror's proposal, will be provided to the Offeror for signature. The Offeror will be expected to accept and agree to all material requirements contained this RFP. If the Offeror does not accept all material requirements, the State may opt to not enter into a contract with the specified Contractor, or cancel the RFP. Work under the contract may begin when the contract is signed by all parties.

7 MT CTF BOARD AND STATE'S RIGHTS RESERVED

While the MT CTF Board has every intention to award a contract resulting from this RFP, issuance of the RFP in no way constitutes a commitment by the State to award and execute a contract. Upon a determination such actions would be in its best interest, the State, in its sole discretion, reserves the right to:

Cancel or terminate this RFP (18-4-307, MCA);

Reject any or all proposals received in response to this RFP (ARM 2.5.602);

Waive any undesirable, inconsequential, or inconsistent provisions of this RFP that would not have significant impact on any proposal (ARM 2.5.505);

Not award a contract, if it is in the State's best interest not to proceed with contract execution (ARM 2.5.602); or

If awarded, terminate any contract if the State determines adequate state funds are not available (18-4-313, MCA).

8 State's Right to Investigate and reject

The State may make such investigations as deemed necessary to determine the offeror's ability to perform the services specified. The State reserves the right to reject a proposal if the information submitted by, or investigation of, the offeror fails to satisfy the State's determination that the offeror is properly qualified to perform the obligations of the contract. This includes the State's ability to reject the proposal based on negative references.

Certification

I certify that I have read and agree to the terms above.

Vendor Must Also Upload a File:

No

3 Instructions To Vendor : ★

Please review and accept MT CTF Definitions.

Prerequisite Content:

MT CTF Definitions

MT CTF DEFINITIONS.docx ../Attachments/PrereqAttachments/MT CTF DEFINITIONS.docx

Certification

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4 Instructions To Vendor : ★

Please review and accept MT CTF Offeror Qualifications.

Prerequisite Content:

Offeror Qualifications

Offeror Qualifications

1. Offeror Qualifications

All local, non-profit agencies and community-based organizations that provide primary and secondary child abuse and neglect prevention are qualified to apply for funding. See Prerequisites for definitions.

2. MT CTF Board and State's Right to Investigate and Reject

The MT CTF Board may make such investigations as deemed necessary to determine the Offeror's ability to perform the services specified. The MT CTF Board reserves the right to reject a proposal if the information submitted by, or investigation of, the Offeror fails to satisfy the MT CTF Board that the Offeror is properly qualified to perform the obligations of the contract. This includes the MT CTF Board's ability to reject the proposal based on negative references.

3. Applicant Criteria

Non-profit agencies, Community-based Organizations (CBOs) and Faith-based Organizations (FBOs) that provide primary and secondary prevention services may apply.

CBOs and FBOs may reference the "Guidance to Faith-Based and Community Organizations on Partnering with the Federal Government" at <http://www.whitehouse.gov/government/fbci/guidance>. FBO organizations are eligible recipients if the proposed service is not dependent on the participation in religious activities and the delivery of service or funded program is all-inclusive.

4. Organization

Programs must demonstrate capacity building defined as the process of developing and strengthening skills, instincts, abilities, and processes and resources that organizations, communities, and caregivers need to survive. See MT CTF Definitions.

5. Cooperating Organizations.

The MT CTF Board's goal is to have a comprehensive, coordinated system that provides governance structures and leads to strong collaborations in order to best meet the needs of Montana's youngest citizens and their families. The most effective way to meet the challenge of preventing child abuse and neglect is for all programs, both public and private, to work together in partnership with families and other disciplines such as social services, health and mental health, child care, respite care, early childhood, education, head starts, law enforcement, FBO and other CBOs, fatherhood and healthy marriage programs, tribal social services, Indian Health Services and Tribal Health Departments, and other appropriate advocacy groups in the community.

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5 Instructions To Vendor : ★

Please review and accept MT CTF Scoring Matrix for Evaluation Committee.

Prerequisite Content:

Scoring Matrix for Evaluation Committee

Scoring Matrix for Evaluation Committee Members.doc ../Attachments/PrereqAttachments/Scoring Matrix for Evaluation Committee Members.doc

Certification

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6 Instructions To Vendor : ★

Please review and accept the Contract Period.

Prerequisite Content:

Contract Period

Contract Period

The contract period is 1 year, beginning July 1, 2016 and ending June 30, 2017, inclusive. The parties may mutually agree to a renewal of this contract in one-year intervals, or any interval that is advantageous to the MT CTF Board. This contract, including any renewals, may not exceed a total of 3 years, at the MT CTF Board's option.

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7 **Instructions To Vendor :**

Please review contract, formal contract will not be signed until after the highest scoring Preposal is awarded.

Prerequisite Content:

DPHHS Contract

CONTRACT.docx ../Attachments/PrereqAttachments/CONTRACT.docx

Certification

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8 **Instructions To Vendor :** ★

Please review Program Evaluation. Evaluations will be completed after the contract period is completed, and before optional renewals.

Prerequisite Content:

Program Evaluation Final Report

PROGRAM ../Attachments/PrereqAttachments/PROGRAM EVALUATION.docx
EVALUATION.docx

Certification

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9 **Instructions To Vendor :** ★

Please review and accept the Mandated Annual Grantees' Meeting.

Prerequisite Content:

Mandated Annual Grantees' Meeting

Mandated Annual Grantees' Meeting

All funded programs must attend a 2-day mandatory training in Helena, MT. Associated travel costs will be paid by the MT CTF (Community-Based Child Abuse Prevention) funds. Two representatives from each site, directly associated with the funded activities, will receive travel reimbursement to the meeting. A Parent Leader is encouraged to attend. Attendees must attend the entire meeting.

Nonattendance by a MT CTF funded program will be reason for termination of the contract. Tentative scheduled date for the training is September 26-28, 2016 in Helena, MT.

Certification

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10 **Instructions To Vendor :** ★

Please review and accept Warranty Language for Services.

Prerequisite Content:

Warranty Language for Services

Warranty Language for Services

Contractor warrants that it performs all services using reasonable care and skill and according to its current description (including any completion criteria) contained in this contract. State agrees to provide timely written notice of any failure to comply with this warranty so that Contractor can take corrective action.

Certification

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11 **Instructions To Vendor :** ★

Please review and accept Q&A Board requirements.

Prerequisite Content:

Q & A Board Requirements

Q&A Board Requirements

Reviewed all of the questions and answers submitted to the Q&A Board for this solicitation.

Certification

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12 **Instructions To Vendor :**

Attending the eMACS Pre-Proposal Conference is optional, but Offerors are encouraged to use this opportunity to ask clarifying questions, obtain a better understanding of the eMACS system.

Prerequisite Content:

Optional eMACS Pre-Proposal Conference

Optional eMACS Pre-proposal Conference

An optional eMACS Pre-Proposal Conference will be conducted on **March 10, 2016** at **10:30am** through **WebEx**.

Meeting Number: 803 447 804

Meeting password: p2Pfuixy

Join By phone: 1-877-668-4490

Offerors are encouraged to use this opportunity to ask clarifying questions, obtain a better understanding of the enrolment and general use of the eMACS system. Responses to questions during the Pre-Proposal Conference will be oral and in no way binding on the State. Participation in the Pre-Proposal Conference is optional; however, it is advisable that all interested parties participate.

Certification

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No

Buyer Attachments

There are no Buyer Attachments added to this event.

Questions

Page 1

Group 1: Letter Of Transmittal

- 1.1 A one-page letter of transmittal typed on the letterhead of the submitting organization and signed by the Executive Director. The Letter of Transmittal must address each of the following:
- amount of funding requested;
 - brief overview of the organization's experience and structure;
 - number of years funded and amount(s) with the MT CTF. Include the dates funded (if previously funded for this program);
 - short, concise statement of need;
 - the proposed evidenced-based or evidence-informed methods or practices;
 - beginning and ending dates of the program;
 - names, address, and signatures of Program Director and applicant;
 - Physical street address for future site visits;
 - Employer Identification Number (EIN) for the fiscal agent;
 - and e-mail addresses and telephone numbers for main contact liaison(s) for funded program. ★

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Group 2: Abstract or Exectutive Summary

- 2.1 The Abstract represents the essence of the proposal, outlining the key points of the proposal and serving as a "snapshot" of your proposal. Limit response to 2 pages of Times New Roman, size 12 font, one inch margins. A well-written abstract summarizes of Question Groups 3-7 in the proposal and should be capable of speaking for the proposal if separated. ★

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Group 3: Statement of Need

- 3.1 The Statement of Need must describe in detail the importance of the program, geographic location, target populations, and existing services that demonstrate the need for the identified project activities. Provide statistical data about local community need.

Address the following questions separately:

Describe the needs and concerns in your demographic area. What are the separate elements of each?

Describe the demographics of the communities within the defined service area.

Is the program area a high risk area as defined by a needs assessment?

Describe the local resources that exist in your demographic area.

Describe the gaps between needs and available resources.

Describe the consequences of the unaddressed need(s) or problem(s).

Provide the number of children and families served during the last year. ★

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Group 4: Goals and Objectives

- 4.1 This Question Group addresses the realistic and clearly written program goals and objectives and expected outcomes for families. State the project's goals and objectives in terms that lead to specific, measurable outcomes, that are community specific and are reflective of the Statement of Need. Demonstrate that the program goals are consistent and include (but not limited to) the following questions: ★

Dropdown List (Pick One)

I acknowledge the purpose of Question Group 4

Questions

- 4.2** Prevention.
Describe the desired outcomes of the program and relate them to the primary and secondary prevention of child abuse and neglect. Outline several specific, measurable indicators of how the program will attain the outcomes listed. ★
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- 4.3** Public Awareness.
Include Public Awareness as one of the goals and show through the objectives how the program intends to carry out activities at the community level to promote funded program services and the MT CTF. All awareness materials utilized by the funded program must include the MT CTF logo in vectored format. ★
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- 4.4** Child Abuse Prevention Month. Describe the activities the program will coordinate or participate in observance of April as Child Abuse Prevention Month (Strengthening Families Month). Public information activities that focus on the healthy, positive development of parents and children along with the promotion of child abuse and neglect prevention activities may be included. ★
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- 4.5** Developing a continuum of services for underserved populations.
Provide a brief narrative on how your program will work to serve underserved populations listed as the target population in the RFP Description or how your program will collaborate in your community to help address issues related to the respective target population. ★
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- 4.6** Parental involvement in program planning and evaluation.
Describe how your program will accomplish meaningful Parent Leadership. Parent Leadership occurs when parents address the challenges of parenting, gain the knowledge and skills to function in meaningful leadership roles and represent a "parent voice" to help shape the direction of their families, programs and communities. Shared Leadership is successfully achieved when Parents Leaders and professionals build effective partnerships and share responsibility, expertise, and leadership in decisions being made that affect families and communities. ★
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Group 5: Methods

- 5.1** This Question Group addresses how your program achieves the specific goals and objectives and addresses the community's needs. These Questions are a major component of the grant proposal. ★
Dropdown List (Pick One)
I acknowledge the purpose of Question Group 5
- 5.2** Evidence-based or Evidence-informed program/model. Briefly summarize the program's overall approach or procedures. If your program adapts the evidence-based program, describe how your program will measure the outcomes, the rationale behind the adaptation, if you have contacted the program's developer regarding the adaption, and how the adaptation applies to your community. Conduct serious considerations before any adaption or modification of an evidence-based program occurs. ★
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Questions

- 5.3** Program Activities. Describe the program, implementation steps, phases of activities and relation to the goals and objectives. Include:
 Activities that will enhance parent participation, leadership, and involvement in the planning, implementation and evaluation of funded programs and the network.
 Description of how your organization will include community partners and work together to reach goals and objectives. ★

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- 5.4** Description of Service Delivery/Work Plan/Timetables. This Question includes a work plan in a table format that includes tasks and timelines, connected to the identified goals and objectives. The work plan or timetable serves as a program implementation and monitoring tool helpful for launching the program when funded and for ensuring its timely completion. Relate the work plan back to the resources and needs demonstrated by the Statement of Need. Include how the program will achieve each stated objective within the proposed timeline. Include a summary of the program tasks, logically sequenced with beginning and ending dates, displayed in a chart, schedule, or diagram of whom will be responsible for the tasks.
 The work plan is a useful tool for determining the practicality and probability of the proposed program activities within the timeframe and is essential for demonstrating this to the MT CTF Board. Use the attached Work Plan Template. ★

File Upload

Work Plan Template - ../Attachments/QuestionAttachments/WORK PLAN TEMPLATE.docx

- 5.5** Logic Model. Include a logic model, using the template provided. A logic model is a simple, logical illustration of what, why, and how the program will be successful. The components of the Logic Model are: Vision; Target Population; Population Needs; Outcomes; Indicators; Measurement; Services; and Assumptions.
 See MT CTF Definitions in Prerequisites. ★

File Upload

Logic Model Template - ../Attachments/QuestionAttachments/LOGIC MODEL TEMPLATE.docx

Group 6: Offeror Qualifications

- 6.1** Organizational Capability Statement.
 Provide details for the questions in the attached file. ★

File Upload

Organizational Capability Statement - ../Attachments/QuestionAttachments/Organizational Capability Statement.docx

- 6.2** Resumes. Provide a resume or summary of qualifications, work experience, education, and skills for all key personnel, including any subcontractors, who will be performing any aspects of the funded contract. If additional staff will be hired, include a job description for the additional position(s). ★

File Upload

- 6.3** Parents'/Consumers' References. Offeror shall provide at least two (2) original letters of support from parents/consumers that are currently using or have used services of the type proposed with the program in this RFP. Contact information shall be included. The MT CTF Board reserves the right to use any information or additional references deemed necessary to establish the ability of the Offeror to perform the contract. Negative references may be grounds for proposal disqualification. ★

File Upload

Questions

6.4 Cooperating Organizations. Programs must demonstrate cooperation, collaboration and support from community partners as a requirement of the application.

1. Discuss who the program will work/partner with, how and why.
2. Provide MOUs for each cooperating organization.
3. Describe the process for referrals in the community.
4. Provide at least 2 original letters of support from community partners. ★

File Upload

Group 7: Cost Proposal

7.1 Cost Proposal. Provide details requested in the attached file ★

File Upload

Cost Proposal - ../Attachments/QuestionAttachments/COST PROPOSAL.docx

Product Line Items

There are no Items added to this event.

Service Line Items

Group S1

| # | Item Name, Description, Commodity Code | Qty. | UOM | Target Price | Allow Alternates | Requested Service Delivery |
|------|---|------|-----------|--------------|------------------|-------------------------------|
| S1.1 | Total funding requested | 1 | EA - Each | - | | - |
| | Total funding requested in Question 7.1 | | | | | |

Vendors

UM

Progress Invitation Unaccepted

Stephanie Adams
stephanie.adams@umconnect.umt.edu

The Family Tree Center

Progress Response In Progress

Stacy Dreessen
stacydfc@qwestoffice.net

United Way

Progress Invitation Unaccepted

Kristin Lundgren
kristin.lundgren@unitedway.org

Central Montana Head Start

Progress Response In Progress

Carra Godbey
cgodbey@cmheadstart.org

Thrive

Progress Invitation Unaccepted

Hanna Doil
hdoil@allthrive.org

THRIVE

Progress Invitation Unaccepted

Maria Malloy
mmalloy@allthrive.org

Thrive

Progress Invitation Unaccepted

Alysha Jannotta
ajannotta@allthrive.org

THRIVE

Progress Invitation Unaccepted

Ann Swann
aswann@allthrive.org

Sunburst

Progress Invitation Unaccepted

Julie Fleck
smhs.Julie@gmail.com

Sunburst

Progress Invitation Unaccepted

kdfshn@yahoo.com
kdfshn@yahoo.com

Sunburst

Progress Invitation Unaccepted

Rita Collins
mtsunburst@gmail.com

Thrive, Inc. (Thrive)

Progress Awarded

Total Bid 15,000.00

Alysha Jannotta
ajannotta@allthrive.org

Sunburst

Progress Invitation Unaccepted

Karen Dean
kdfshn@gmail.com

St. Patrick Hospital Foundation

Progress Invitation Unaccepted

Ann Donovan
Ann.Donovan2@providence.org

Sunburst

Progress Invitation Unaccepted

Mary Chaboya
fc.mcchaboya@yahoo.com

Special Education CR Anderson

Progress Invitation Unaccepted

Susan Gunn
sgunn@helenaschools.org

Sander's County Parents

Progress Invitation Unaccepted

Nichol Scribner
nrscribner74@gmail.com

SAE

Progress Invitation Unaccepted

Stacia Wetherington
swetherington@sae.org

Rocky Boy Head Start & EHS

Progress Invitation Unaccepted

Tracey Jilot
tjilot@mtintouch.net

RMDC Head Start

Progress Invitation Unaccepted

Patty Dahl
pdahl@rmdc.net

RMDC

Progress Invitation Unaccepted

Megan Grotzke
mgrotzke@rmdc.net

Richland County Family Resource Center

Progress Invitation Unaccepted

richlandcountyfrc@yahoo.com

Richland County Family Resource Center

Progress Invitation Unaccepted

Nicole Hackley
nicoledhackley@yahoo.com

Lincoln County Best Beginnings Council

Progress Response In Progress

S. Flanary
smflanary14@gmail.com

Richland Co.

Progress Invitation Unaccepted

K. Nice
knice@richland.org

Providence

Progress Invitation Unaccepted

Ann M Donovan
Ann.Donovan2@providence.org

Women's Resource Center of Dillon

Progress Submitted

Total Bid 15,000.00

Alison Dunn
director@cscfswmt.org

PCCF

Progress Invitation Unaccepted

Best Beginnings
maddent@pccf-montana.org

Parenting Place

Progress Invitation Unaccepted

Loraine Bond
loraine@parentingplace.net

Florence Crittenton Home and Services

Progress Awarded

Total Bid 14,960.00

Barbara Burton
BarbB@florencecrittenton.org

One Health

Progress Invitation Unaccepted

M. Wndland
m.wendland@onehealthmt.com

Northern Cheyenne Head Start

Progress Invitation Unaccepted

Clyde Wolf Black
nchsp@hotmail.com

Northern MT Child Development Center

Progress Invitation Unaccepted

Cindy Sinclair
sinclairc@hrdc4.org

NW Montana Head Start

Progress Invitation Unaccepted

Renee Funk
nwmthmdir@centurytel.net

O.P. & W.E. Foundation

Progress Invitation Unaccepted

Jo Ann Eder
joeder@mac.com

MT National Guard

Progress Invitation Unaccepted

Sara Cease
sara.l.cease.ctr@mail.mil

Northern Cheyenne B&G Club

Progress Invitation Unaccepted

Geri Small
gerismall@yahoo.com

Lewis and Clark County Public Health

Progress Invitation Unaccepted

Greg Daly
gdaly@lccountymt.gov

Maternal Child Health

Progress Invitation Unaccepted

Cyndie Einan
ceinan@cascadecountymt.gov

Public Consulting Group, Inc (Public Consulting Group, Inc.)

Progress Response In Progress

Maureen Farrell
mafarrell@pcgus.com

Missoula & Ravalli Head Start

Progress Invitation Unaccepted

John Filz
johnf@ravalliheadstart.org

Missoula County

Progress Invitation Unaccepted

Anna Semple
Anna@missoulaforum.org

Anaconda PCA Family Resource Center (Anaconda Family Resource Center | Boys & Girls Club of Deer Lodge County)

Progress Response In Progress

Debra Cuny
dcuny@anacondafrfc.org

Kootenai Valley Head Start

Progress Invitation Unaccepted

Peggy Rayome
rayome@frontiernet.net

Family Support Network

Progress Awarded

Total Bid 15,000.00

Laura Narum
lnarum@mtfamilysupport.org

Nancy Farrar
nfarrar@mtfamilysupport.org

L & C Best Beginnings

Progress Invitation Unaccepted

Trina Flinn
Trina.Filan@unitedwaylca.org

Lewis & Clark Public Health

Progress Response In Progress

Drenda Niemann
dniemann@lccountymt.gov

Hill Co.

Progress Invitation Unaccepted

Best Beginnings
kallenbergerb@co.hill.mt.us

HEALTHY FAMILIES HOME VISITING

Progress Invitation Unaccepted

Brie Oliver
boliver@lccountymt.gov

HPDP-Fort Peck

Progress Invitation Unaccepted

Kenny Smoker
krsmoker@yahoo.com

HD22

Progress Invitation Unaccepted

Bob Mehlhoff
Rmehlhoff@yahoo.com

Head Start Association

Progress Invitation Unaccepted

Mary Jane Standaert
mjs82072@gmail.com

Yellowstone valley foster Adoptive parent association

Progress Response In Progress

Lorene Johnson
lorechristine@yahoo.com

Ft Peck Head Start

Progress Invitation Unaccepted

Viola Wood
headstrt@nemontel.net

Fort Peck

Progress Invitation Unaccepted

Donnell Buckles
dkbuckles2006@yahoo.com

Pregnancy Resource Center of Helena

Progress Response In Progress

Tracy Ullrey
tracy@optionswomensclinic.org

Parents Lets Unite for Kids Inc

Progress Response In Progress

Roger Holt
rholt@pluk.org

Greater Gallatin United Way

Progress Invitation Unaccepted

Danica Jamison
danica@greatergallatinunitedway.org

Florence Crittendon

Progress Invitation Unaccepted

Brittney Crow
BrittneyC@florencecrittenton.org

Fort Belknap Head Start

Progress Invitation Unaccepted

Alma Young
almayoungftbelknap@yahoo.com

Sunburst Community Service Foundation

Progress No Bid

Kathrine Incashola
smhs.katherine@gmail.com

Greater Gallatin United Way (Greater Gallatin United Way)

Progress Intend To Bid

Best Beginnings
eccc@greatergallatinunitedway.org

Deltek, Inc.

Progress Response In Progress

Herold Mallari
bidsinbound@deltek.com

DH and Company

Progress Response In Progress

Dara Harsh
daraharsh@gmail.com

The Center for Children and Families

Progress Event Not Viewed

Donna Huston
donnah@forfamilies.org

Head Start, Inc.

Progress Awarded

Total Bid 15,000.00

Jennifer Owen
jenniferowen@billingsheadstart.org

MSU Extension, Family & Human Development Program

Progress Awarded

Total Bid 15,000.00

Deborah Albin
deborah.albin@montana.edu

Boys & Girls Club of Richland County

Progress Intend To Bid

Elaine Stedman
e.stedman@richlandbgc.org

YWCA Missoula

Progress Invitation Unaccepted

Suzin Kratina
skratina@ywcaofmissoula.org

Young Parents Education Center

Progress Invitation Unaccepted

Nichole Emerson
nichole_emerson@gfps.k12.mt.us

United Way Gallatin Co.

Progress Invitation Unaccepted

Tyson Krinke
tyson@greatergallatinunitedway.org

WORD

Progress Invitation Unaccepted

Melinda Mason
mmason@wordinc.org

The Nurturing Center, Inc. (The Nurturing Center)

Progress Response In Progress

Cathy Brenneman LCSW
cathy@nurturingcenter.org

WRC

Progress Invitation Unaccepted

Melainya Ryan
melainya@csoifswmt.org

WORD

Progress Invitation Unaccepted

Erica DeForrest
edeforrest@wordinc.org

Young Families Early Head Start

Progress Invitation Unaccepted

Deborah Reichert
debbie@billingsearlyheadstart.org

The NurturingTree

Progress Response In Progress

Alisa and Jeanette
thenurturingtree@yahoo.com

Healthy Mothers Healthy Babies

Progress Response In Progress

Judy Edwards
Judy@hmhb-mt.org

Forever Families

Progress Submitted
Total Bid 15,000.00

ECHO JAMIESON
foreverfamiliesmt@gmail.com

Mineral County Health Department

Progress Intention Not Declared

April Quinlan
aquinlan@co.mineral.mt.us

Garald Eugene Little

Progress Intention Not Declared

Gary Little
littleg@bresnan.net

Young Parents Education Center

Progress Response In Progress

Shandy Petersen
shandy_petersen@gfps.k12.mt.us

Dawson County Health Department

Progress Awarded
Total Bid 15,000.00

Timber Dempewolf
dchealth@midrivers.com

Boys & Girls Club of the Northern Cheyenne Nation (Boys & Girls Club of the Northern Cheyenne Nation)

Progress Intend To Bid

June Beartusk
junebgc@hotmail.com

Flathead City-County Health Department

Progress Response In Progress

Best Beginnings
hhanson@flathead.mt.gov

Community Health Partners / Learning Partners

Progress Response In Progress

Cassandra Burns
burnsc@chphealth.org

Action for Eastern Montana

Progress Invitation Unaccepted

Ron Conrad
ron@AEMT.org

Child and Family Resource Council, Inc. (The Parenting Place)

Progress Submitted

Total Bid 10,000.00

Teresa Nygaard
Teresa@parentingplace.net

DEAP

Progress Submitted

Total Bid 15,000.00

Sylvia Danforth
sdanforth@deapmt.org

Becky Lane
blane@deapmt.org

Greater Butte Community Coordinated Child Care Inc. (Butte 4-C's)

Progress Response In Progress

Brenda Hergott
bhergott@butte4-cs.org

Dandelion Foundation

Progress Invitation Unaccepted

Shawn Hertel
dandelionfoundation@yahoo.com

CTF Board

Progress Invitation Unaccepted

Leslie Caye
stayred73@gmail.com

CTF Board

Progress Invitation Unaccepted

Patty Butler
pbutler@mt.gov

CSKT EC Services

Progress Invitation Unaccepted

Jeanne Christopher
jeannec@cskt.org

Sage Quest Consulting, LLC

Progress No Bid

Johnel Barcus
johnelbarcus@gmail.com

Deer Lodge County Head Start

Progress Invitation Unaccepted

Gail Mickey
gailm@anacondaheadstart.org

Dawson County Health Department

Progress Invitation Unaccepted

Timber Dempewolf
dempewolft@dawsoncountymail.com

Family Support Network

Progress Invitation Unaccepted

Wendy Ochs
wochs@mtfamilysupport.org

Families In Partnership EHS

Progress Invitation Unaccepted

Alexandra Eanes
alexandraeanes@hotmail.com

Early Childhood Services

Progress Invitation Unaccepted

Kathy Rich
krich@mt.gov

Flathead BB

Progress Invitation Unaccepted

Best Beginnings
flatheadbestbeginnings@gmail.com

Boys & Girls Club of the Northern Cheyenne Nation

Progress Invitation Unaccepted

Jenie LaFranier
j_lafranier@yahoo.com

Blackfeet EC Services

Progress Invitation Unaccepted

Ethyl Grant
ethylg@inaksim.com

Boys & Girls Club of Richland County

Progress Invitation Unaccepted

Missy R. Smies
m.smies@richlandbgc.org

Butte 4c's

Progress Invitation Unaccepted

Lynette Petritz
lpetritz@butte4-cs.org

Boys & Girls Club of the Northern Cheyenne Nation

Progress Invitation Unaccepted

Kay Medicine Bull
kmedicinebull@gmail.com

WORD, Inc. (Non-Profit Organization)

Progress Submitted

Total Bid 15,000.00

Becky Margolis
bmargolis@wordinc.org

Boys & Girls Club of the Northern Cheyenne Nation

Progress Invitation Unaccepted

Wanda Martinez
soldiergulch@yahoo.com

KINI Empowering Enterprises

Progress Intention Not Declared

Cathy Tutty
tuttyirish@gmail.com

Butte Head Start

Progress Invitation Unaccepted

Barb Brophy
butteheadstart@montana.com

Cascade Co. Health Department

Progress Invitation Unaccepted

Jo-Viviane Jones
jjones@cascadecountymt.gov

Community Health Partners

Progress Invitation Unaccepted

Rie Hargraves
hargravesr@chphealth.org

Child Care Partnership

Progress Invitation Unaccepted

Brandi Thomas
brandit@childcarepartnerships.org

The Nest

Progress No Bid

Jenifer Blumberg
JBlumberg@mt.gov

Child Start Inc

Progress Invitation Unaccepted

Loren Skelton
loren.skelton@childstartinc.net

Montana Agency View

Progress Response In Progress

Tom Hastings
mtvendorview@gmail.com

Alliance for Youth, Inc. (Alliance for Youth, Inc.)

| | |
|-----------|-----------|
| Progress | Awarded |
| Total Bid | 35,661.00 |

Janet Thayer
janet_thayer@gfps.k12.mt.us

Anaconda Best Beginnings

| | |
|----------|-----------------------|
| Progress | Invitation Unaccepted |
|----------|-----------------------|

D. Stanley
dstanley@anacondafrfc.org

Onvia

| | |
|----------|----------------------|
| Progress | Response In Progress |
|----------|----------------------|

Source Management
sourcemgmt@onvia.net

Sunburst Community Service Foundation

| | |
|----------|----------------------|
| Progress | Response In Progress |
|----------|----------------------|

Laura Baldwin
fip.lbaldwin@yahoo.com

Best Beginnings

| | |
|----------|-----------------------|
| Progress | Invitation Unaccepted |
|----------|-----------------------|

Rue Williams
ruewilliams@gmail.com

AWARE Inc Early Head Start

| | |
|----------|-----------------------|
| Progress | Invitation Unaccepted |
|----------|-----------------------|

Linda Corr-Mahugh
lcormahugh@aware-inc.org

Best Beginnings

| | |
|----------|-----------------------|
| Progress | Invitation Unaccepted |
|----------|-----------------------|

Sheyrl Lawrence
sllawrence@yahoo.com

Best Beginnings

| | |
|----------|-----------------------|
| Progress | Invitation Unaccepted |
|----------|-----------------------|

Shelly Sutherland
shelly.w.sutherland@gmail.com

Big Horn County

Progress

Invitation Unaccepted

Lacey Alexander
laceloualexander@yahoo.com

Hopa Mountain Foundation (Hopa Mountain)

Progress

Response In Progress

Bonnie Sachatello-Sawyer
bsawyer@hopamountain.org

Missoula County

Progress

Intention Not Declared

Melissa Gordon
mgordon@co.missoula.mt.us

Internal Notes & Attachments

| | | | | |
|--------------------------|---|---|------------------------|--------------------|
| DOA Approval | RE RFP \$ Over Delegation Agreement.msg | ../Attachments/NotesAttachments/RE RFP \$ Over Delegation Agreement.msg | Added By Justin Harris | 2/10/2016 12:18 PM |
| APIForm | CTF 525K.pdf | ../Attachments/NotesAttachments/CTF 525K.pdf | Added By Justin Harris | 3/22/2016 7:57 AM |
| Pre Proposal Conference. | Attended Pre Proposal Conference.docx | ../Attachments/NotesAttachments/Attended Pre Proposal Conference.docx | Added By Justin Harris | 4/5/2016 9:06 AM |

Q&A Board

Subject = Letters of Support

Public Thread

Q: Because we did not know who the letters of support should be addressed to until your response to the question about addressing them to the Mt CTF Board of Directors, will points be deducted if a letter is addressed "To whom It May Concern"?

Question added by: Sylvia Danforth

3/20/2016 3:42 PM

A: Question 2, Support Letters, has been amended to allow the letter to be addressed to "To Whom it May Concern.

Answered by: Justin Harris

3/21/2016 2:58 PM

Subject = Group 4.1Goals and Objectives and Group 5.1Methods

Public Thread

Q: What needs to be written for 4.1 & 5.1; what does the scoring guide mean when it has "acknowledgement and Pass/Fail?

Question added by: Sylvia Danforth

3/19/2016 5:07 PM

A: Questions 4.1 and 5.1 require a selection from the dropdown box, there is not a written narrative response requested. In the Scoring Guide, the acknowledgement is the only available passing response. If you do not acknowledge the purpose of Question Group 4 or 5, in questions 4.1 and 5.1 respectively, your response will not be eligible for consideration.

Answered by: Justin Harris

3/21/2016 2:59 PM

Subject = 5.3 Program Activities

Public Thread

Q: 5.3 Program Activities- Would it be appropriate to submit the information required through this questions as a table or chart?

Question added by: Alisa and Timber

3/19/2016 3:18 PM

A: A narrative response is required for this question.

Answered by: Justin Harris

3/21/2016 3:00 PM

Subject = 5. Methods

Public Thread

Q: 5:1 says "this question group addresses how your program achieves the specific goals and objectives and addresses the community's needs. These questions are a major part of the grant proposal." Then there is a box with an arrow but when I hit the arrow nothing happens. What is the question group that is referenced here?

Question added by: Sylvia Danforth

3/18/2016 5:07 PM

A: Question 5.1 is referring to Question Group 5.

Answered by: Justin Harris

3/21/2016 3:00 PM

Subject = PRGRAM

Public Thread

Q: DOES THE NEW CONTRACT PROPOSAL NEED TO BE A NEWLY DEVELOPED PROGRAM DIFFERENT FROM ONE WE HAVE DONE THE LAST THREE YEARS?

Question added by: Laura Narum

3/18/2016 3:24 PM

A: If the past offer meets the requirements of this RFP, the offer can be submitted.

Answered by: Justin Harris

3/21/2016 3:00 PM

Subject = Administrative Costs/Matching

Public Thread

Q: MSU has a federally negotiated Indirect Cost rate for this project of 34.5% modified total direct costs. Since the terms allow 10% administrative costs, can use the difference (24.5%) to cover some of our match? Is there any limit of how much forgone administrative costs we can use for match?

Thank you.

A: You will be able to use any amount of funds for match as long as they are state or private dollars.

Question added by: Deborah Albin

3/16/2016 3:30 PM

Answered by: Justin Harris

3/21/2016 3:02 PM

Subject = WebEx

Public Thread

Q: I had computer issues last Thursday & was not able to get on to the WebEx. Was it recorded or is there somewhere I can get the info from the WebEx?

Question added by: Stacy Dreessen

3/14/2016 5:21 PM

A: The WebEx was not recorded; however there are eMACS User Guides available at <http://vendorresources.mt.gov/>. In the Training resources section of this page you will find Vendor Registration and Data Management handbook, and Responding to Events handbook. Also you will find Help Desk General Assistance Contacts; Phone Number (406) 444-2575, and Email emacs@mt.gov.

Answered by: Justin Harris

3/15/2016 7:40 AM

Subject = Support Letters

Public Thread

Q: Is there a specific address and salutation you would like to see on the letters of support?

Question added by: Deborah Albin

3/14/2016 1:16 PM

A: The Letter may be addressed to The Montana Children's Trust Fund Board of Directors;

111 N. Sanders

Helena, MT 50604

The letter must be uploaded to your response in the eMACS system.

Answered by: Justin Harris

3/21/2016 12:40 PM

Subject = Contract

Public Thread

Q: The sample Contract from DPHHS in Section 3: Term of the Contract indicates that "the contract may no exceed a total of 3 years"If awarded the contract is the funding then guaranteed for a 3 year period if all contract requirements are met? If not, would the agency awarded the initial contract have to complete another RFP similar to this one and in completion with all other potential applicants?

Question added by: Sylvia Danforth

3/11/2016 11:54 AM

A: As stated in the Prerequisite, Contract Period, the contract will be a one year contract with a possibility, not guaranteed, of two renewals not to exceed a total of three years. After the contract period ends a Contractor must submit a new proposal through the RFP process, if applicable.

Answered by: Justin Harris

3/11/2016 2:24 PM

Subject = 7.1 Cost Proposal

Public Thread

Q: In section 7.1 Cost Proposal, in the attachment section 4.1 the hard match percentages are given for New programs. Is everyone considered a new program even if funding has been received in previous years?

A: Yes, because if awarded, this would be year one of funding under a new contract.

Question added by: Timber Dempewolf

3/11/2016 11:26 AM

Answered by: Justin Harris

3/11/2016 1:32 PM

Subject = Work Plan Template

Public Thread

Q: In section 5.4 it asks us to download the "Work Plan Template," but the only attachment listed in that sections is the Logic Model Template. Is the Work Plan Template a separate document? If so, where is it found? Thanks!

A: The RFP has been amended to include a Work Plan Template.

Question added by: Alisa and Timber

3/10/2016 11:50 AM

Answered by: Justin Harris

3/11/2016 10:58 AM

Subject = More details needed for RFP

Public Thread

Q: 1. Is the application to be single or double spaced?
2. What is the expected length of text for responses to each question (e.g. 1-2 pages per question)?

A: 1. Your response may be single or doubled space.
2. Unless a limit is specified in the individual question, there is no limitation to the length of response.

Question added by: Bonnie Sachatello-Sawyer

3/10/2016 11:32 AM

Answered by: Justin Harris

3/11/2016 11:43 AM